

**Virginia Department of Historic Resources
Work Plan Implementing the Agency's Strategic Plan and
Statewide Comprehensive Preservation Plan
October 2004-September 2005**

Overview

Mission: Put Virginia's History to Work

Historic places link us to our past, but form equally important building blocks for our future. Historic places define who we are, tell us where we have been, and provide the foundation for a healthy economy, sound education, and a vital sense of community. As we approach the Commonwealth's 400th anniversary in 2007, historic places become even more important as the visible and tangible reminders of our heritage both before and after 1607. At the same time, Virginia's communities continue to grow, placing stress on urban and rural communities, historic buildings, battlefields, cemeteries, and archaeological sites. While it is often the case that "you don't know what you've got 'til it's gone," there are also many opportunities to put historic places to work for the benefit of all.

Sound stewardship of historic places serves many of the broader goals of the Commonwealth. Visiting historic sites is the #2 reason that people come to Virginia—anchoring a \$14+ billion tourist industry. Rehabilitation of historic buildings fuels hundreds of millions of dollars in construction—increasing household income, and providing homes and commercial settings for businesses new and old. Historic preservation easements protect open space as well as the historic character of buildings and archaeological sites. Rehabilitation of historic buildings in urban areas helps "restore the core" reducing sprawl and its related stresses on open space, habitat, water quality, and infrastructure. In combination these preservation activities strengthen the economy, revitalize communities, improve quality of life, and meet conservation goals such as those aimed at restoring the Chesapeake Bay. Putting these valuable resources to work requires a knowledge and understanding of the resources themselves, why they are important, and the different tools and options available to individuals, agencies and communities who are both stewards and beneficiaries of these state and national treasures.

The Department of Historic Resources, its programs and services support identification, evaluation, protection, preservation, and rehabilitation of the Commonwealth's significant historic, architectural, archaeological, and cultural resources. The department maintains a permanent record of historic resources, and makes records and artifacts accessible to support historic preservation, education, and sound decision-making. The department fosters appreciation of these resources among the citizens of the Commonwealth—and helps public agencies and private citizens put Virginia's history to work for the benefit of us all.

Toward this end, the Department has adopted several broad goals and objectives to guide its actions over a five-year period. Each year it undertakes more targeted strategies that address one or more of these goals and objectives.

Goal I: Sustain and support communities, organizations, and agencies at all levels in their efforts to make historic resources a viable part of our environment well into the future

Objectives:

- Empower individuals, organizations, and agencies at all levels to manage and use the full range of historic resources to benefit themselves and their communities
- Help communities, historic attractions, and educational institutions meet statewide and local goals and prepare for the quadri-centennial commemoration of 2007
- Encourage and enable good stewardship of historic properties owned by state and federal agencies
- Strengthen statewide archaeological survey, research, and protection
- Promote use of Civil War battlefields as community, educational, and tourism resources and as models for entrepreneurial preservation options
- Enhance the public benefit of restoration, education, and operation projects as provided for in grants made by the General Assembly
- Improve coverage of parts of the state where department services are stretched thin
- Increase the public benefit of historic resources and agency programs

Goal II: Practice good stewardship, including good care and management and effective use of the information, records, and artifacts that the department holds in trust for the citizens of the Commonwealth

Objectives:

- Enhance the accessibility of historic property records both on-site and online while maintaining a high level of care and security
 - Maximize the care and public benefits of the approximately six million objects curated in the department's archaeological collections
- Manage and add to agency archives, library, and archaeological collections to enable agency staff and constituents to accomplish objectives in Goals I & III

Goal III: Get the word out about the value of historic resources in educational and economic success and the tools available to put resources to work

Objectives:

- Increase communities' knowledge of their historic assets and how to use them for greater economic, educational, tourism and civic benefits
- Maximize accessibility of information on historic resources, preservation benefits and tools, and DHR programs and services
- Improve outreach to students, their teachers, and their families to meet the required Standards of Learning

Strategies for 2004-2005

Goal I: Sustain and support communities, organizations, and agencies at all levels in their efforts to make historic resources a viable part of our environment well into the future

Improve stewardship of the historic landmarks owned by state agencies and by state colleges and universities:

- Conduct condition assessments of a minimum of 30 state-owned historic properties and archaeological sites to evaluate their preservation potential.
- Train managers of state-owned buildings and facilities staff, consultants, architectural students and others to conduct condition assessments and report them to DHR
- Register (or update registration for) a minimum of 10 state-owned historic properties and archaeological sites on the Virginia Landmarks Register/National Register. (see Register section below for target properties)
- Develop treatment management plans for a minimum of 4 state-owned buildings and archaeological sites most endangered and visible to the public.

Cooperate with the Governor and Secretary in developing strategies to stimulate the economic and cultural vitality of Southwest and Southside Virginia

Survey and Inventory

Fulfill state/local survey partnership by increasing historic resource database by 2% in the coming year – 7000 architectural resources and 800 archaeological sites through a combination of state funded state/local survey & planning projects and surveys conducted pursuant to Section 106 review.

Architectural Survey	7000 properties added to inventory
Acreage (reconnaissance)	10,000
Acreage (intensive)	2,500
Archaeological Survey	800 sites
Acreage (reconnaissance)	800
Acreage (intensive)	250

Regional office staff, in coordination with PRPO and RID will monitor and bring to completion by October 2005 (unless otherwise noted in contract) the following projects: (Other projects may be funded by October 1, 2005)

- CRPO: (2003-04) Goochland County (archaeological assessment); Albemarle survey inventory update; Nelson County (Lovingston Historic District); Charlottesville neighborhood survey; Covesville Historic District (Albemarle County), Southern Albemarle Rural Historic District.
- TRPO: (2003-2004) Isle of Wight County (archaeological assessment); Isle of Wight County Architectural Survey.

- RRPO: Gainsboro Historic District, Roanoke City; Kentland Historic District Archaeological Testing, VA Tech; Euclid Avenue Historic District, Bristol; Rockbridge County Architectural Survey Data Entry.
- WRPO: Arlington County survey; Culpeper Cemetery Repairs; Stafford design guidelines; Berryville and Raven Rocks historic districts.

Additional survey data from earlier or non-Cost Share projects include:

- TRPO: Park Place HD
- WRPO: African American survey (Loudoun County); Arlington Phase 7 completion; Arlington Forest HD survey; Clarke County: City of Fairfax Survey; Tauxemont HD, Fairfax County; Harrisonburg Downtown HD; Remington HD, Fauquier Co.
- CRPO: Mineral Historic District, Louisa Co.; North Battersea/Pride's Field HD, Petersburg; Poplar Lawn Historic District Expansion, Petersburg; Hanover County CLG architectural survey; Lovingson HD - Nelson Co.; Oakhurst-Gildersleeve Neighborhood Historic District.

Survey Team will oversee and implement:

- Complete revisions to DHR Survey Manual including updating:
 - “Guidelines for Conducting Cultural Resource Survey in Virginia”
 - Data entry guidelines for architecture and archaeology in the DSS – should be incorporated
 - Architectural and Archaeological Assessment at the county level
- Use roundtable discussion with key consultants to fine tune updated Survey Manual.
- Refine old Cost Share project entries in DHR Project Database
- Conduct DSS training for DHR staff

Regional offices will conduct limited surveys and field-testing to promote professional interest in larger theme studies of significant resources as follows:

- CRPO: Prepare report on archaeological investigation at Ft. Christanna in Brunswick County and conduct related analysis if funding permits; Conduct archaeological testing at present and future site of Tusculum in Amherst County; and oversee archaeological investigation in Shockoe Valley (if jointly funded by City of Richmond)
- TRPO: Will continue to investigate Werowocomoco and will field test sites in Virginia associated with a proposed Captain John Smith Water Trail in cooperation with William and Mary, Maryland Historical Trust, Department of Conservation and Recreation and National Park Service Chesapeake Bay Gateways Program.
- RRPO: Will conduct thematic survey of bricks and brickwork, 1790-1890; survey of Deyerle builders in 19th C; I-81 corridor viewshed architectural survey; ongoing architectural survey with DSS entry; survey and assessment of slave cemetery at Kentland, Montgomery County; analysis of thematic survey and testing of soapstone related archaeological sites and soapstone quarry sites in the region; initiate thematic survey of African-American slave quarters.
- WRPO: Complete final report on WRPO’s archaeological investigation at the site of Fort Loudoun, an important French and Indian War fortification built under Colonel George Washington's command in Winchester. Provide technical assistance to organizations seeking

to conduct archaeology studies of Civil War battlefields, promote the archaeological study of battlefields and conduct one archaeological survey of a local Civil War battlefield site in cooperation with the Civil War Preservation Trust.

Virginia Landmarks Register/National Register of Historic Places

Manage the register process for an estimated 91 nominations to meet all state and federal legal requirements for nominations and board meetings.

Property Types	Projection
Districts-	20
Buildings-	65
Sites-	5
Structures-	0
Objects-	0
MPDs-	1

DHR will hold 4 regular board meetings, 1 special meeting in October to consider the Manassas Battlefield Historic District Amendment and Boundary Expansion, and a minimum of one board training session.

The Richmond Register Team will take the lead to continue improving register understanding, process, and implementation through:

- Second of two round table discussions with register consultants on October 22, 2004, held in cooperation with regional office staff.
- The Team will take information from the roundtable and use it for planning external service improvements.
- The Team will continue its internal services improvements already begun in FFY 2003-2004, i.e. faster service, greater web-oriented information access to register, and improved coordination/communication between all clients of the program.
- Following a general request by NCSHPO and NPS, the Register team (Richmond and Community Services) will review standard letters, website, published materials, etc. and make sure that they a) reflect the rights of property owners, and b) describe the register, process, and implications in "plain English" that can be readily understood by folks with no background in preservation.

Register (or update registration for) a minimum of 10 state-owned historic properties and archaeological sites on the Virginia Landmarks Register/National Register: Likely candidates include: Appomattox Bridge (VDOT), MPD for CCC-era State Parks (DCR), Old State Library (DGS), Pantops Farm (UVA), Clermont (DHR), Star Fort Boundary Expansion (DCR), Two antebellum houses in Cumberland State Forest (DF), Fairystone State Park (DCR), Westmoreland State Park (DCR), First Landing State Park (DCR), Staunton River State Park (DCR), Hungry Mother State Park (DCR), Sky Meadows (DCR), Virginia State Capitol--revised nomination (DGS)

The following non-state-owned properties are anticipated for nomination (some may become final in the following annual cycle):

- CRPO: North Battersea/ Pride's Field Historic District, City of Petersburg; Mineral Historic District, Louisa County; Southern Albemarle County Rural Historic District; (may continue into FFY 2005); Coveseville, Albemarle County; Poplar Lawn Historic District Boundary Increase, Petersburg (CLG 2004); Bermuda Hundred Historic District, Chesterfield County; and Appomattox Bridge.
- TRPO: Werowocomoco, Gloucester County; Park Place, City of Norfolk; Rosenwald School, Gloucester County; Prospect, Middlesex County; Nansemond Training School, City of Suffolk; Eley House, Isle of Wight County; Ferry Plantation, Virginia Beach; Cavalier Hotel, Virginia Beach; Eastville Mercantile Building, Northampton County; Benjamin's Department Store, Northampton County; Wakefield High School, Sussex County; West Avenue Library, Newport News; Causey's Mill, Newport News; Yoder Dairy, Newport News; Pruden House, Isle of Wight County; Nike Ajax Missile Site, Isle of Wight County; Christian Home School, Isle of Wight County; Tamaroa, King William County; Cedar Hill Cemetery, Suffolk; Waveland, Accomack County; Francis Makemie Park, Accomack County; Norfolk Botanical Gardens, Norfolk; Greensville County Training School, Emporia; North Bank, King and Queen County.
- RRPO: Town of Floyd Historic District; Jessee's Mill, Russell County; Woodlawn, Pittsylvania County; Preston House, Salem; Childress Churches, Carroll, Floyd, and Patrick Counties; West Radford Commercial Historic District; Oliver House, Roanoke County; Odd Fellows Hall, Town of Blacksburg; Morrow Soapstone Quarry, Floyd County.
- WRPO: Four historic districts in Fauquier County; Harrisonburg Downtown Historic District; and Tauxmont Historic District, Fairfax County.

Historic Rehabilitation Tax Credits

Increase private investment in rehabilitation of historic resources by an average 10% annually over the next five years (through 2004). Projections for 2004-2005:

	Proj.	Q1	Q2	Q3	Q4	Total
Federal						
Part I	194					
Part II	208					
Part III	149					
State						
Part I	308					
Part II	336					
Part III	292					

Enhance understanding of tax credit program, especially in the consultant community, through workshops and issue papers:

- PI will conduct approximately one mini-workshop or consultants meeting per quarter focusing on specific tax credit issues for consultants and others: targeted topics include Part 1 issues, additions and compatible new construction, and appropriate documentation of applications.
- PI will conduct approximately 12 workshops/presentations on historic rehab tax credit basics for property owners, real estate professionals, bankers, accountants, and others.
- PI will conduct at least one tax credit open house per quarter.

Comprehensive Planning

Regional offices will provide planning services in support of regional and local planning efforts

- Isle of Wight County (land use and archaeological ordinance)
- City of Franklin (Historic District Ordinance)
- City of Suffolk (Archaeological Ordinance)
- Petersburg National Battlefield (General Management Plan)
- Fredericksburg Heritage Advisory Team Assistance (DHR will cooperate with National Trust and others in make recommendations to strengthen public and private preservation efforts in the City of Fredericksburg..

DHR will complete the 2005 revision of its statewide comprehensive preservation plan. Field offices will assist in organizing regional workshops to invite public participation in plan revision.

Review and Compliance

Review state and federal projects under environmental and preservation laws:

- Anticipated review/consultation caseload:

Type of Action	Federal Projection	State Projection
Additional Information Provided	544	69
Survey	38	7
Eligible	75	2
No Effect	886	167
Not Eligible	67	33
No Adverse Effect	301	22
Conditional No Adverse Effect	201	6
Memorandum of Agreement	20	3
Programmatic Agreement	10	
Technical Assistance	479	87
Adverse Effect	68	10

Review and/or issue and monitor state permits:

Permit type	Projection
Burial permits	7
State Lands (archaeology) permits	4
Cave Permits (reviewed)	2
Underwater Permits (reviewed)	6

- Streamline procedures for state and federal projects reviewed by developing a minimum of 5 agency-specific operating protocols, programmatic agreements and categorical exclusions established to streamline the review process
 - Establishment of agreements with protocols/exclusions targeted for: United States Fish & Wildlife Service /Department of Game and Inland Fisheries, Corps of Engineers, Regulatory (revision), Corps of Engineers, (FUDS program), Marine Corps/Quantico, Army/Fort Eustis/Fort Story, Army/Fort A.P. Hill, Office of Surface Mining/Department of Mines, Minerals and Energy, Housing and Urban Development /City of Richmond (revision), Housing and Urban Development /City of Lynchburg (revision) HUD, Rural Development, NPS (Chesapeake Gateways),

Certified Local Governments

DHR will manage the 2004-2005 CLG grants for successful closeout by September 30, 2005:

- Town of Abingdon Design Guideline Printing and Public Outreach Program
- Town of Culpeper Fairview Cemetery Master Plan and Initial Restoration.
- City of Fairfax "Housing Suburbia" Museum Exhibit
- Hanover County Architectural Survey Update
- Stafford County Design Guidelines Development/Printing
- City of Suffolk Phoenix Bank building Historic Structure Report
- Clarke County Historic District Designations
- Petersburg Poplar Lawn National Register District Expansion

CLG Coordinator will review priorities, solicit and appoint a team to review applications, and select projects for 2005-2006 awards.

CLG Coordinator will update files on all CLGs, prepare an annual report and evaluate the status of eight CLGs (Loudoun County; Prince William County; Spotsylvania County; Stafford County; Town of Pulaski; Town of Warrenton; City of Fairfax; City of Winchester).

CLG Coordinator will assist in providing CLG two training sessions, including a statewide training workshop for CLG/ARBs at the Statewide Preservation Conference in 2005 or at another venue

Promote program and make CLG promotion presentations on request. Targets include:

- Isle of Wight County
- City of Portsmouth

- City of Bristol

CLG Coordinator will work with Implementation Team to devise strategies to improve the program using the recommendations generated from the CLG Task Force, through 9/30/2005.

Focus of improvements will be:

- CLG Affiliate Status
- ARB Board Member Training for Certification
- Host (with partner) building materials “trade show”

If possible, CLG Coordinator will work with CLGs to:

- Create CLG listserv
- Add old CLG projects to DHR Project Database

CLG Coordinator will work with each division to establish policies and procedures for responding to inquiries and requests for assistance from CLGs. Policies and procedures will be written to recognize and fulfill DHR commitment to providing priority staff response and technical assistance to CLGs, as stipulated in the CLG Designation Contracts.

Federal Covenants

Contact property owners and/or monitor sensitive treatment and public accessibility of 23 historic properties with existing federal covenants through monitoring individual properties in tandem with inspections associated with state grants and easements.

Property Name	Location	Exp. Date	Q1	Q2	Q3	Q4
500 Block King Street Archaeology	Alexandria	Continuous				
Old Stone Warehouse	Fredericksburg	4/17/2005				
Taylor-Whitle House	Norfolk	5/28/2005				
Lynnhaven House	Virginia Beach	7/29/2005				
John Marshall House	Richmond	9/11/2005				
Carlyle House (121 N. Fairfax)	Alexandria	10/9/2005				
Old Russell County Courthouse	Russell	10/9/2005				
Log Cabin, Leesburg	Loudoun	11/6/2005				
Parson Johnson House (806 Prince St.)	Alexandria	11/20/2005				
Exchange Hotel	Gordonsville	12/28/2005				
Exchange Building (Siege Museum)	Petersburg	2/24/2006				
Carrington Row	Richmond	3/10/2006	1			
A. P. Hill Boyhood Home	Culpeper	6/24/2006				
Yates Tavern	Pittsylvania	9/7/2006				
Hungar's Glebe	Northampton	9/8/2006				
White House of the Confederacy	Richmond	4/28/2007				
Allmand-Archer House	Norfolk	5/12/2007				
Point of Honor	Lynchburg	5/19/2007				
Locust Grove	Buckingham	5/23/2007				
Rising Sun Tavern	Fredericksburg	7/7/2007				
Sears House	Staunton	7/11/2007				

Bank of Accomac	Accomack	6/5/2008				
Flint Run Archaeological Site	Warren	6/9/2008				

Historic Preservation Easements

Facilitate the voluntary donation of preservation easements for a total of 500 voluntary private easement donations by the 400th anniversary in 2007. PI, with assistance from regional offices, will negotiate and complete new historic easement documents for approximately 15 new easements through September 2005.

Fulfill DHR's legal obligation to monitor each easement regularly (both voluntary and mandatory donations) through owner contact letters, technical assistance, site visits, and other means as appropriate.

State Historic Preservation Grants

Manage the state historic preservation grants program, providing information and technical assistance as required.

- Manage one non-historic grant and any state historic preservation grants that may be awarded by 2005 General Assembly; assist applicants as needed with grant applications and grant questions regarding historic and non-historic grants; and assist former grant recipients with help on maintaining their historic properties.
- Create a DHR State Grants Project Database to be added into existing data base for related grants project database

Threatened Archaeological Sites Research

TRPO will coordinate, with assistance from other regional office archaeologists, the Threatened Sites Program, minimally including research and related services on the following sites:

Hercules Site, 44QY40 near Covington
Maycock Point, 44PG in Prince George County
Fort Norfolk, 44NR1 in Norfolk
Worthy H.S. Site, 44SM25, Saltville
Central Virginia Lithic Source Analysis
Southwest Virginia Steatite Source Analysis
Land Bay A, 44FX2723, Fairfax County

DHR will consult with COVA, ASV and VCI in evaluating and ranking 2005-2006 proposals for Threatened Sites projects. Field offices will assist in evaluating proposals, prioritizing sites for funding, and provide volunteers with opportunities to contribute to DHR Threatened Sites archaeological projects.

Goal II: Practice good stewardship, including good care and management and effective use of the information, records, and artifacts that the department holds in trust for the citizens of the Commonwealth

Implement and continue enhancement of the historic resources inventory data sharing system (DSS) developed in partnership with VDOT over the past year

- Finish data-cleanup; complete conversion of data from Integrate Preservation Software (IPS) to Oracle application used in DSS.
- Complete data entry on several thousand backlogged architectural survey records not currently in DSS and confirm entry of eligibility determination for all resources that have been evaluated by DHR in the DSS. Goal of entering a high enough percentage of missing architectural records into the database by summer 2005 to allow Section 106 due diligence searches using DSS instead of archives.
- Complete mapping for backlogged architectural properties (e.g. 3000 for Arlington surveys alone). Verify and update current digitized mapping layers in GIS on a quad-by-quad basis, to ensure an accurate base line. Continue to add newly recorded archaeological and architectural resources, as well as updated mapping for eligible, listed, and easement properties, with uploads into the DSS occurring on a monthly basis.
- Add specific user requested features in GIS portion of DSS in partnership with the Corps of Engineers. Implement new user interface for GIS into DSS; create development environment using recently replaced DSS database and applications servers to facilitate non-GIS related upgrades to the system.
- Incorporate internal agency Access databases into the DSS.
- Complete conversion of card catalogue for Library's monographs and dissertations into new Lambert Access electronic catalogue.
- Begin process of adding currently unmapped architectural resources on to our USGS quad maps and GIS in DSS.

Maintain and manage archival records contained in the historic resources inventory, cultural resource management reports and other related maps and files relating to Virginia's historic resources

- Make these records available through onsite research and archives search services to an expected 4,000 users.
- Process and accession in a timely fashion an expected intake of 7,000 new survey records and 250 cultural resource management reports, plus incorporation of several thousand pieces of correspondence, newspaper articles, etc. into existing property files.
- Accession materials from completed project review files dating to the 1990s.
- Accession an estimated 5,000 plus backlogged survey records.
- Reactivate Archives Committee to consider important space issues in archives (perhaps incorporate into Survey, as a Survey/Archives Committee).

Maintain and manage the state's archaeological collections of approximately 6 million objects.

- Accept and process 10 collections (ca. 100 to 200 boxes) from CRM firms or other archaeological groups for curation by the department.

- Oversee VCU interns to complete reorganizing and processing the remaining 750 boxes of artifacts in VCU collections.
- Continue to work with Fort Lee on their curation facility, providing expertise and support to meet Federal Standards under 36CFR Part 79.
- Provide support and objects to 5 small museums and other venues for exhibits and interpretive programs in their facility.
- Respond to at least 25 requests from clients and the general public for assistance in identifying archaeological objects and providing customer service.
- Make space and collections available to professional archaeologists from other firms and universities doing research on specific topics.
- Revise DHR's Collection Management Guidelines and take collection management state-wide with the assistance of COVA.
- Continue to rehouse and process DHR collections.
- Create databases to track DHR's donations and loans, archaeological collections held by other institutions throughout Virginia.
- Provide conservation services for other state agencies and museums: on an as needed basis for Jamestown Settlement, VDOT, and the Virginia Historical Society; contract services for Fort Lee and Flowerdew Hundred.
- Provide wood and/or particle microscopic identification and analysis to 5 clients.

Complete and implement in stages a plan to analyze and rebury human remains in DHR's care in consultation with the Virginia Council on Indians, family descendants, and other appropriate associated persons and organizations.

Goal III: Get the word out about the value of historic resources in educational and economic success and the tools available to put resources to work

Train a minimum of 2000 people (agency and local officials, developers, property owners, etc.) in statutory requirements for historic resources and/or available preservation tools to support community goals.

- PI will conduct approximately 12 workshops/presentations on historic rehab tax credit basics for property owners, real estate professionals, bankers, accountants, and others.
- Office of Review and Compliance will provide Section 106 training for the Corps of Engineers, HUD staff and applicants, DHCD staff and PDCs, VDOT Transportation Enhancement staff and applicants, state land managing agencies DCR, DGIF and DGS.
- Survey Team will hold roundtable discussion with a select group of external users of the DSS and a workshop for DHR's principal suppliers of DSS information to ensure that the Data Sharing System serves the needs of the end users of survey materials.
- Register Team will hold roundtable discussion as noted in the Register section above.
- Collaborate with the National Trust and APVA Preservation Virginia to provide four regional training workshops for not-for-profits preservation and heritage organizations. (Spring 2005 or Fall 2005—may continue into FFY 2006)
- CLG Coordinator will assist in planning for a statewide training workshop for CLG/ARBs at the Statewide Preservation Conference in 2005 or at another venue.

- Collaborate with the Northern Shenandoah Valley Planning Commission, the City of Winchester and the County of Frederick to present the 8th annual "Living Towns" conference in Luray in September 2005
- Implement conservation internship program to support student training and meet agency conservation goals:
 - Train at least one pre-graduate conservation training program intern in the conservation lab.
 - Participate in the VCU artifact processing / collections management intern program by giving at least one workshop presentation per semester to the class on archaeological conservation.
 - Introduce at least two interns to the light microscope for wood and particle identification.
- Conduct DSS training and collection management training.

Reach a minimum of 6000 people (teachers, students, citizens, preservation organizations, government officials) through environmental education efforts designed to foster a greater understanding and appreciation of historic resources.

- Co-sponsor with the Virginia Association of Museums the annual Timetraveler family passport education program
- Co-sponsor with Virginia Historical Society a traveling exhibit and educational materials on the Civil Rights Movement in Virginia with emphasis on places associated with the movement. Exhibit will be shown in Roanoke and Lynchburg in 2005.
- Collaborate with DCR to develop a strategy and related activities participating in "Stewardship Virginia" in spring and/or fall 2005,
- Provide materials and assistance to incorporate historic resources in the DCR state fair exhibit 2005.
- Maintain and strengthen DHR's partnership with Virginia Council on Indians by working with the Council on common educational goals.
- Partner with the Virginia Museum of Natural History and the Virginia Council on Indians to develop at least one educational program or product on Native American history.
- Collaborate with National Park Service's Chesapeake Bay Gateways Program, Department of Conservation and Recreation, Chesapeake Bay Foundation, Maryland Historical Trust and others to
 - Provide training to designated and potential Chesapeake Bay Gateway Sites on how to interpret and conserve the Chesapeake Bay's historic and natural resources at the Chesapeake Bay Gateways Conference in April 2005.
 - Identify and map the precise routes of Captain John Smith's 1607-09 explorations of the Chesapeake Bay; develop a story line of the people, places and natural resources Smith encountered in his explorations; and make recommendations for enhanced interpretation of the historic and natural resources of the Chesapeake Bay by designated Chesapeake Bay Gateway sites.
 - Review Chesapeake Gateway grant proposals and work with Gateway staff to ensure that 106 is properly incorporated into the grant-making process.

- Collaborate with interested property owners, the College of William and Mary, and the Council on Virginia Indians in organizing and conducting a June 2005 field school at Werowocomoco in Gloucester County.
- Develop 2 new *storyboards* for the Conservation / DHR lobby window: one on ongoing instrumental analysis in the laboratory; and one on the recovery, conservation, and exhibition of a Civil War Springfield rifle, spotlighting ethical actions of a VDOT employee.
- Develop and conduct targeted educational events/exhibits/tours:
 - Take the *Solving History's Mysteries* exhibit to the Virginia Association of Science Teachers (November), the Conference of Virginia Social Studies Educators, (October 29-30 in Norfolk), and other museum/teacher-oriented venues as appropriate
 - Prepared and staff activity booths at a variety of local heritage education and school events around the state such as: Henricus Days, Hanover Day, St. Christopher's Colonial Days, and others as the opportunities arise
- Collaborate with the 17th Century Sites Forum to:
 - Promote public awareness and tourist visitation of destination sites related to activities both Colonial and Native American during the 17th Century, beyond Jamestown, and
 - Review, edit and standardize educational products produced by these sites.

Increase official public recognition and public awareness of historic places representing Virginia's rich and diverse historic heritage

- Register a minimum of 12 historic properties that recognize persons or events associated with diversity themes as Virginia Historic Landmarks (included in register section above)
- Leverage a minimum of 15 Historical Highway Markers that address diversity themes on Virginia's highways
- Reach a minimum of 1500 citizens, teachers, and students through diversity in history educational programs. (See general education strategy as well.)
- Feature diversity preservation topics in publications and Web site:
 - Major diversity articles in Notes on Virginia
 - Diversity articles to be featured in every newsletter issue
 - Educational Products for Web site—ensure that at least one activity added to the Web site each year has a distinct diversity focus
 - Identify educational activities appropriate to diversity in preservation themes on other Web sites and add links to the DHR Web site educational section.
 - Highlight diversity themes in future publication on historic highway markers including the next edition of the guide book (between 2005-2007) and provide subject indexes that identify topics by diversity related themes (e.g., African American, Native American, and/or Women's history)

Develop new educational tools for use by DHR, teachers, museum educators, etc.

- Create a resource "kit" (on-line and/or in print) of tools and opportunities to give to a community after register designations have been made to help them take civic pride and recognition to the next step of education and outreach.

- Complete the Maggie Walker Teaching With Historic Places lesson plan and incorporate this and other TWHP concepts into the various community “toolkits” in production,
- Cooperate with Natural Resource agencies and Department of Forestry to develop a toolbox on growth management. Toolkits will educate local governments about how to make the most of historic resources in their jurisdictions.
- Cooperate with Department of Conservation and Recreation and other SNR agencies to undertake a study on the economic benefits of natural and historic resources.
- Provide the Department of Education specific examples of state historical markers and National Register of Historic Places sites for their web based visual trail for the Walk Smart Project.
- Create and produce a “satellite field trip” event and video featuring the research at Werowocomoco in collaboration with the Prince William County Network, the Werowocomoco Research Group, and the Virginia Council on Indians to air in November 2005.
- Incorporate updated materials into the Native American ARK housed in the regions, the U.S. Forest Service, and at various museums around the state.

Coordinate Statewide preservation events/programs

- Virginia Archaeology Month

Conduct “on-call” educational presentations

- Conduct tours and hold educational programming in the DHR Richmond lab for the Math Science Center, Richmond Children’s Museum, Mary Washington College Preservation Program Class, James Madison University archaeology classes, and other educational groups as requested.
- Each regional office will make a minimum of 12 educational presentations to historical societies, preservation organizations and other groups.

Fill the “holes” in the Historic Highway Marker system by 2007 using a combination of TEA-21 and private or local funds.

- Prioritize and replace approximately 23 missing, damaged, and outdated markers using TEA-21 funding and will prepare approximately 30 new marker texts for approval by the HRB.
- Partner with the Virginia Historical Society to have 10 African American historical markers and 10 Virginia Indian markers, not currently covered by the marker program approved by the Board of Historic Resources by December 2005. The Virginia Council on Indians will also aid in writing and researching the Virginia Indian related markers.
- Pursue publishing opportunities for the next edition of *A Guidebook to Virginia’s Historical Markers* with the University of Virginia Press. Investigate ways to pay staff member to compile next edition of the guidebook.

Develop more fully the educational potential of the DHR Website.

- Promote agency educational products: Solving History’s Mysteries, the Teacher’s Guide, Native American and African American ARKS, and sponsored/cosponsored exhibits and events
- Install Tax Credit, Intro to DHR, and Project Review PowerPoints on the site
- Locate and add links to selected educational sites already developed by other organizations

- Feature lesson plans on highway marker and an activity from the ARK for online use
- Add features to Register web page: Rosenwald Schools and possibly a CCC State Parks article with graphics
- Initiate development (in collaboration with VDOT) of a layer in DSS that would house marker-related information (e.g., marker text, location, year erected) and use this layer to create online web access of all marker texts to the public (pending federal SAFETEA funding)

Update, revise, reprint and distribute informational and advisory publications that DHR customers need to meet their preservation goals and to use DHR services, including

- Year End Report
- The annual journal *Notes on Virginia*
- Archaeological reports as scheduled (see archaeology research section below for targets)
- Press releases and promotional efforts to raise awareness and encourage community involvement in Historic Preservation Week, Virginia Archaeology Month, highway marker and register listings, and CLG and cost share awards.
- Work with the University Press of Virginia to (over the next two-three years):
 - Revise the Historical Highway Marker book
 - Revise and Reprint *First People*
- Develop plan and process to produce the next Virginia Landmarks Register publications including gathering photo and text, and creating a database to house data for a CD/DVD/online version of the book.

Bring archaeological research to completion through reports available to scholars and the public alike:

- RRPO will complete final report on Fox site.
- TRPO with regional office archaeologists and the Richmond office curation staff will prepare manuscripts suitable for publication for the following Threatened Sites projects: Gloucester Point excavations, Buzzard Rock excavations, and Bonham excavations.
- TRPO with the DHR/ASV/COVA Threatened Sites Committee will develop a plan for publishing the Jordan's Point excavations.